

## **ELECTRICAL BOARD MEETING**

### **Summary Minutes**

**April 28, 2005**

MEMBERS PRESENT: Chairman Joe Devish, Vice Chairman Mike Hendrix, Tom Phillips, Philip Parker, Lea Gaskill, Don Kopczynski, Fred Tricarico, Gloria Ashford, David A. Bowman, David S. Bowman, David Jacobsen, Charlene Clark, Geoffrey Newman, Jim Simmons, and Secretary/Chief Electrical Inspector Ronald Fuller.

The meeting was called to order at 8:00 a.m.

#### **Item 1            Electrical Board Workshop**

The Board discussed the roles and responsibilities of members, their interactions with each other, the attorney general and the stakeholders. Ron Fuller, Board Secretary began by explaining the new governor's process for appointing board members which is to thoroughly review each applicant. This means that all applicants will have to go through an interview, reference checks, and proof of industry support. This will include current members that are seeking reappointment.

Ron mentioned the possible need for the Board to write some bylaws and requested the Board to create a subcommittee to work on that task. (See Item 12)

Ron talked about the relationship between the Board and the department which is very critical to the electrical programs success. The Board watches over the electrical budget and makes recommendations for: WAC rules, electrical exam process, and continuing education reviews. The department also calls on the Board Chair to testify at legislative hearings and attend budget meetings with department management.

#### **Item 2            Approve Minutes of January 17, 2005, Electrical Board Meeting**

The January 17, 2005, meeting minutes for the Electrical Board were approved as written.

#### **Item 3            Department Update**

Patrick Woods bid a fond farewell to departing Board members Chairman Devish and Board member Charlene Clark.

#### **Item 4            Budget & Administrative Overhead & Region 4 Pilot Project**

Mike Ratko reported that the Electrical Fund was in good shape. The Electrical Program was within a positive 1% of their spending allotment. We have been extremely good at managing to what we are allowed to spend by the allotment process and Board. There will be no overspending this fiscal biennium. The annual Administrative Overhead Phase 1 costs have been absorbed into the expenses by the budget and the Phase 2 Information Services costs will begin July 1, 2005. The Fund balance is a healthy \$7.7 million. Region 4 is currently working on a pilot project to track fraud referrals our inspectors make to the industrial insurance program. To try and recoup some of the agency overhead

costs we are being charged, we want to show our program is a participating player and we make an investment in the industrial insurance program. There will be a report at the July Board meeting regarding the assessment of the pilot project.

#### **Item 5            Government Management, Accountability and Performance (GMAP)**

Government Management, Accountability and Performance (GMAP) was created by Governor Gregoire as the tool to monitor the efficiency and effectiveness of state government. The electrical program was chosen, along with three other programs within the department, to participate in the pilot project to establish goals and reporting options to meet the Governor's expectations. The difference between this method and previous scorecard measurements is that management is held more accountable. At this point the primary focus is inspection workload including our responsiveness to customers' inspection requests and providing evidence of the safety reasons for inspections. One of the positives will be looking at resources. In July, GMAP should begin to be an agenda item.

#### **Item 6            RCW/WAC Update**

##### **5 a RCW Update**

Ron Fuller stated that there was little legislation this year for electrical and provided a brief summary. Legislation in the 2005 session added a lineman to the Board, added 3 compliance positions for fraud detection in the underground economy, and gave the inspectors and supervisors the salary adjustment increase recommended by Governor Locke in 2003. Next session the program may request the agency to support legislation that did not pass this year such as requiring trainees to attend 1 8-hour classroom training per year, expanded program oversight of amusement rides, and add language in the electrical statute that mimics the advertising language already in the telecom statute.

##### **5 b WAC Update**

The formal adoption process is almost complete. The rule adoption will be effective June 30, 2005. July 1 – 15, 2005 we will be accepting proposals for WAC rule changes for next year. The Technical Advisory Committee will meet on September 20, 2005 to look at the proposals. Then the proposals will come to the Board at the October meeting.

#### **Item 7            Secretary Report**

*April 2005*

##### **Revenue Status**

The Electrical Fund balance through February 2005 was \$7,735,598.

##### **Customer Service**

During this past quarter, contractors used the Internet Purchasing of Electrical Permits (IPEP) system to purchase 21,044 permits. The last quarterly average of all permit purchases using IPEP is 54%.

During this past quarter, contractors used the Electrical Inspection Request Service (EIRS) to request 24,447 inspections. The quarterly average of all inspection requests done via EIRS is up 6% from last quarter to 39%.

The Electrical program is developing a new system that will allow all electrical customers the ability to purchase electrical permits using a credit or debit card (with Visa or MasterCard logo) and request inspections on the Internet. We will continue to offer the use of the contractor deposit (CD) accounts. This new system will combine the functions currently in IPEP and EIRS but will look different and will be open to all electrical customers.

The department is also entering into an agreement with the City of Auburn to contract with them the electrical inspections within their jurisdiction.

The department has completed training the electrical inspectors on the 2005 NEC, RCW and WAC. We will have additional training sessions in May to help the departments electrical staff better understand the needs of the business community in Washington and the various services provided by the department.

### **Rule Revisions**

The WAC proposals for the 2004-2005 review period will be adopted June 30, 2005.

The 2005-2006 WAC review process is getting underway. The department has already begun accepting letters of interest for the Technical Advisory Committee (TAC) members and will begin accepting proposals in June.

Eric Thomas, staff member for the Joint Legislative Audit and Review Committee has continued his research into the HVAC licensing and testing requirements. The department offered Mr. Thomas the opportunity to take the HVAC administrator and electrician to get more familiar with the process and he was able to pass both parts on the first attempt. Mr. Thomas also accompanied our electrical inspectors to various jobsites in Thurston and Yakima counties to see the HVAC equipment and installations firsthand.

### **Testing Lab Report**

No new testing labs have been approved.

### **Performance Measures**

<b><u>Electrical Scorecard from January 2005 to March 2005</u></b>	
<b>Goal (Target)</b>	<b><u>State Totals</u></b>
1. Targeted Citations/Region/Quarter (341)	242
2. % Targeted Citations/Total Citations (45%)	49.6%
3. # of Individual Corrections/Contractor Corrections (<7.8)	4.7
4. % Stops <24 hours (89%)	81.9%
5. % Finals A/C of Finals Eligible (15%)	11.1
6. # of Stops/Inspector Day (workload indicator only)	10.9
7. # of Electrical Disconnect Corrections	10,442

**Electrical Licensing** – The licensing staff continues to meet or exceed their goals of processing within three days.

**Electrical Plan Review** – Plan review’s workload remains steady but they are still within their goal of less than one month processing time.

**Electrical Examinations** – L&I has contracted with Alpine Media to audit the construction of questions and examinations. Alpine Media is a psychometrician contractor based in Utah. The preliminary results of the audit look very good. A final report is due shortly.

#### **Item 8            Certification Quarterly Report**

Ron Fuller provided the Board with a report from LaserGrade. Ron commented that the percent of people passing the administrator exam on the first attempt has increased. The department is advocating formal education for those learning the electrical trade to assist them in the use of resource books that can help them pass the exams and will help them be better equipped to resolve problems on the job.

#### **Item 9            Presentation of Final Orders**

Lisa Marsh, Assistant Attorney General (AAG), had no final orders to present at this time. A motion to reconsider the Warren Riddle/Cavalier Corporation citations was deemed denied by the Board.

#### **Item 10          NW HVAC/R Association**

Tena Risley did not attend the Board meeting. She was previously notified her letter to the Board was placed on the agenda. The Board discussed changes to the Technical Advisory Committee to review this year’s WAC proposals.

#### **Item 11          Appeals**

##### **11 a            Taurus Industries**

Taurus Industries appealed a citation for failing to properly supervise a trainee. Bruce Towhey is the assigned administrator who also received a companion citation. There was no one present representing Taurus Industries or Bruce Towhey. Shelley Mortinson, AAG provided testimony on behalf of the department. Ms. Mortinson presented the departments case. The Board issued Findings of Fact and Conclusion of Law, which upheld the department issued citations.

##### **11 b            Raymund Jones**

Raymund Jones appealed an Administrative Law Judge (ALJ) decision to uphold citations written for unlicensed electrical contracting and failure to obtain an electrical work permit prior to performing electrical work. Shelley Mortinson, AAG provided testimony for the department. Motion was made and carried to uphold the ALJ decision and affirm the citations.

##### **11 c            Albert Gonzalez**

Albert Gonzales appealed an Administrative Law Judge (ALJ) decision to uphold a citation written for unlicensed electrical contracting. Shelley Mortinson, AAG provided testimony for the department. Motion was made and carried to uphold the ALJ decision and affirm the citations.

## **Item 12      Other Board Business**

Policy 05-01 with an effective date of June 30, 2005 was approved by the Board. This policy will delay implementation of a new NEC code article requiring equipotential planes underneath nonconductive swimming pools.

A subcommittee composed of Ron Fuller, Jim Simmons, David S Bowman and Don Kopczynski was formed to develop bylaws for the Board.

Chairman Joe Devish announced his resignation to be effective at the adjournment of the meeting. The Board rescinded the appointment of Mike Hendrix as Vice Chairman. Elections were held for the Chairman and Vice Chairman positions. The new Board Chairman is Gloria Ashford and Vice Chair is Jim Simmons. The Board position held by Charlene Clark was also vacated at the adjournment of the meeting.

Cards and gifts were presented to Joe Devish and Charlene Clark in honor of their service to the Board and industry.

A subcommittee composed of Fred Tricarico, Geoff Newman, Tom Phillips, and Dave Jacobsen was established to look into telecom compliance problems.

The meeting was adjourned at 11:36 a.m.